

**STATE OF MICHIGAN**  
**IN THE 33RD CIRCUIT COURT FOR THE COUNTY OF CHARLEVOIX**

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XXX,

vs.                      **Plaintiff(s),**

**File No. 00-000-20-CH**  
**Hon. Richard M. Pajtas**

XXX,

**Defendant(s).**

\_\_\_\_\_ /

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| <b>CIVIL SCHEDULING CONFERENCE ORDER</b> |
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A scheduling conference was conducted in this matter on \_\_\_\_\_, and the parties, or their counsel having had the opportunity to participate, and the Court being fully advised in the premises;

**IT IS ORDERED:**

**PLEADINGS ARE:**

- ☐ Satisfactory, including joinder of parties and claims.
- ☐ Unsatisfactory: Amendments shall be filed by \_\_\_\_\_.

**WITNESSES AND EXHIBITS:**

Counsel shall file and exchange a list of witnesses and exhibits, pursuant to MCR 2.401(I) no later than \_\_\_\_\_.

**EXPERT WITNESSES:**

Plaintiff(s) shall disclose by \_\_\_\_\_.

Defendant(s) shall disclose by \_\_\_\_\_.

Failure to comply with this paragraph will bar the introduction of the evidence or testimony at trial unless good cause is shown by stipulation of the parties or by pretrial motion. MCR 2.401(I)(2).

**DISCOVERY:**

All discovery shall conclude on \_\_\_\_\_. **No further discovery shall be allowed except by leave of this Court upon good cause shown.**

**MOTIONS:**

All motions (except motions *in limine*) shall be heard **PRIOR** to the day of the final pretrial/settlement conference and shall strictly comply with MCR 2.119, including responses; otherwise, they will be considered untimely. **Judge's copies** of all motions and briefs shall be forwarded to **Judge Richard M. Pajtas, 33rd Circuit Court, County Building, 301 State Street, Charlevoix, MI 49720.**

**CASE EVALUATION:**

- ☐ Case evaluation is:   X   inappropriate \_\_\_\_\_ completed.
- ☐ Case evaluation shall be scheduled for \_\_\_\_\_ at \_\_\_\_\_ M.

A Case Evaluation Notice will be forwarded by the ADR Clerk. However, this Order shall constitute notice pursuant to MCR 2.403(G).

**FACILITATIVE MEDIATION:** Is facilitative mediation appropriate?

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\_\_\_\_\_

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**FINAL PRETRIAL/SETTLEMENT CONFERENCE:**

- ☐ Waived
- ☐ Scheduled for \_\_\_\_\_ at \_\_\_\_\_ :\_\_ M.

**CONFERENCE REQUIREMENTS:**

- ✓ Submit Judge's Copy of **Trial Brief**.
- ✓ Jury Trial: Submit Judge's Copy of **Jury Instructions**, one instruction per page, starting with M Civ JI 3.01. A copy of the final instructions will be given to the jury. File only your *list* of instructions with the County Clerk.
- ✓ **Trial Counsel** and **Clients SHALL** be present. Insurance Company representatives with ultimate authority shall be immediately available by telephone as long as necessary.
- ✓ Bring your **calendar**, as a trial date will be set at the conference if the case is not settled.

**TRIAL:**

Estimated duration of trial: \_\_\_\_\_ days.

- ☐ **Jury**
- ☐ Non-jury

**MISCELLANEOUS PROVISIONS:**

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**IT IS FURTHER ORDERED** that requests for adjournments shall be in strict compliance with MCR 2.503. Failure to comply with ***Conference Requirements***, noted above, may result in a default or dismissal against the offending party.

Entered: \_\_\_\_\_

\_\_\_\_\_  
**RICHARD M. PAJTAS**  
Circuit Judge

xc:

r3/04